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**Subject:** FW: May 23 Manager Meeting Summary Notes  
**Date:** 06/01/2006 04:45 PM  
**Attachments:** [Mtg\\_Sum\\_052306a.doc](#)

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John,

Great job pulling together the notes, agreements, & action items from the 5/23 Framework meeting. You're doing a real good job facilitating our meetings. I think two of the most important roles a facilitator can play in this process is to: 1) give meeting participants direction & material before the meeting so they can be prepared & make the meeting as productive as possible; & 2) summarize the results of the meeting as you've done below so that we memorialize our decisions & have a common understanding of our positions & next steps.

I have a number of fairly minor comments regarding your attached Meeting Summary Notes.

1) ERA Update (page 1)- You listed "Finish the LOE" & "Finish the WOE key" by 5/31. I think the ERA Matrix team is well on their way to finishing these efforts, but may not have a final product until 6/12.

2) FTM WG Team (footnote on page 2)- I understood the FTM WG team would be Bruce Hope, Carl Stivers, Ben Cope or Earl Hayter, & Ray (?) from West Consulting.

3) Site Boundary & Background Definition (pages 4, 5, & 23)- You're right, I did volunteer to develop discussion points. However, Eric said he wanted to do this task. Eric's name should replace mine.

4) PBTs in Breast Milk (page 11)- EPA's list of outstanding issues for the HHRA states that **if** a breastfeeding exposure scenario is included in the HHRA, further discussion & consideration is needed. I understood, based on EPA's 12/2/05 "Data Gaps" letter, that EPA directed the LWG to include this scenario in the HHRA.

5) 6/12 Mtg Status Reports (page 23)- Drop "Budget" & add "FS" & "CSM/TZW"

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-----Original Message-----

From: John MARSH [<mailto:jmarsh@parametrix.com>]  
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Subject: May 23 Manager Meeting Summary Notes

All,

The attached are unreviewed and subject to change. If you have comments, let me know. Have a great weekend.

John

Eric and Chip - I did not have Ron Gouguet or Bob Wyatt emails. Could you please forward to them and include me so I have emails in future.

Thanks. <<Mtg Sum 052306a.doc>>